

OAK RIDGE R2A2 MAPPING

Organization: Office of Environmental Management, EM-90

<i>Roles & Responsibilities</i> (per ORO Manual 110)
1. CONTRACT MANAGEMENT <ul style="list-style-type: none"> • Develop, approve, and evaluate Performance Based Incentive • Appraises contractor performance via PBI and the Management Evaluation Fee • Provides performance input for EM privatization contracts and non EM contracts • Serves as COR for EM prime contracts • Implement the privatization projects • Serves as contract technical monitor for support services contractors • Serves as a member of the Source Evaluation Board • Directs the implementation of project control plans and chairs the configuration control board • Conducts lease administration activities with USEC • Provides the approved site-, facility-activity-specific standards to the CO and COR for incorporation of the standards into the contract requirements • Reviews and concurs in specific requirements to be included in contracts and authorization

<i>Accountabilities</i> (Internal and External)
1. CONTRACT MANAGEMENT <p><u>Internal</u></p> <ul style="list-style-type: none"> • ORO Manager • CO for EM prime contracts <p><u>External</u></p> <ul style="list-style-type: none"> • Secretary of Energy

<i>Authorities Delegated</i>	
<i>Type</i>	<i>From</i>
	<ul style="list-style-type: none"> • Assignment by CO • ORO M110 Section 6.1 • SDOA-EM-37

agreements for safety documentation and authorization basis

- Ensure the contractor flows down requirements to subcontractors
- Ensure that changes to contract requirements are reviewed for ES&H impacts before implementation
- Establish and implement an operational program that monitors contractor performance
- Serves as manager for Kentucky, Ohio, Tennessee Agreements in Principle and Federal Facility Agreement Grants

2) PROGRAM/PROJECT MANAGEMENT

- Manages remediation and waste management programs (NOTE: Responsibilities include waste generated by NNSA and ORNL)
- Technical advisor for the TRU Waste Corporate Board
- Comply with reporting requirements and implementation of DOE 413.3 (project management)
- Conducts oversight of planning and daily execution of operations
- Ensures technical consistency for EM activities
- Ensure integration of the EM management processes

2) PROGRAM/PROJECT MANAGEMENT

Internal

- ORO Manager
- Office of Science and NNSA

External

- DOE HQ

Perform the full range of project management activities directly related to EM programs in accordance with federal and Department of Energy laws and regulations.

- ORO M 110 Section 6.1
- DOE 0413.3
- Service Agreements with NNSA and ORNL

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| <ul style="list-style-type: none">• Establishes and oversees the project control processes for the EM program• Directs the development and integration of EM performance measures• Manages prioritization process and establishes EM program priorities among the various sites• Develops the funding requirements for the EM program, and ensure adequate resources are available to implement the program requirements• Oversees and coordinates preparation of EM strategic planning documents• Manages the Change Control Process• Manages/Implements the Technology Development program• Performs independent technical evaluations• Establishes an integrated life cycle baseline including cost, schedule, milestones, and current year work plans• Supports the preparation of the annual DOE reports to Congress• Manages the disposition of HEU for the DOE complex• Manages the day-to-day on-site activities of the Uranium Management Center at Portsmouth• Ensure that adequate ES&H | | | |
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oversight is planned for proposed work

- Ensure that ES&H issues are connected
- Applies consensus standards to work requirements when needed and utilizes "best commercial practices" when possible in the performance of work
- Reviews the standards/requirements sets to ensure that these are consistent with programmatic and budgetary guidance
- Directs technical reviews of contractor's submittals to verify conformance with applicable standards and regulations
- Manages the Oak Ridge Environmental Information System
- Manages the detailed design, engineering, construction and closeout of capital projects
- Manages the EM Consolidated Audit Program
- Manages the operations of the Filter Test Facility for the DOE complex
- Ensures consistency and coordination of counter intelligence program for EM

3)	<p>REGULATOR INTERFACE</p> <ul style="list-style-type: none"> Negotiates, approves, and manages compliance agreements Manages the preparation and submittal of the environmental reports and permits required by State, Federal, and DOE regulations Manages the Natural Resource Damage Assessment program, Implements ORR Federal Facility Agreement Maintains EM records and documents control program as required by CERCLA Provides regulatory oversight for compliance to requirements for LLW disposal activities at the ORR and other DOE sites Reviews performance assessments and composite analysis for radioactive waste disposal sites and develops Disposal Authorization Statements for DOE HQ approval
4)	<p>ES&H AND QA MANAGEMENT/OVERSIGHT</p> <ul style="list-style-type: none"> Ensure that ESH&Q policies and expectations are documented and communicated to all levels Ensure roles and responsibilities for ES&H are clearly defined and understood Ensures that QA, environmental

3)	<p>REGULATOR INTERFACE</p> <p><u>Internal</u></p> <ul style="list-style-type: none"> ORO Manager <p><u>External</u></p> <ul style="list-style-type: none"> Low Level Waste Disposal Review Group DOE HQ State/Regulatory Agencies (EPA Region IV, V) (TDEC, Commonwealth of Kentucky, Ohio EPA)
4)	<p>ES&H AND QA MANAGEMENT/OVERSIGHT</p> <p><u>Internal</u></p> <ul style="list-style-type: none"> ORO Manager <p><u>External</u></p> <ul style="list-style-type: none"> DNFSB

<p>Authority for implementing CERCLA, RCRA, and other environmental statutes and regulatory agreements for Oak Ridge EM projects.</p> <p>Authority for AU</p>	<ul style="list-style-type: none"> ORO M 110, Section 6 SDOA-EM-39 "Delegation of Authority" SDOA-EM-30 "Delegation of Approval Authority for Environmental Restoration Documents"
<ul style="list-style-type: none"> Safety review and licensing QA Plan review and approval Day-to-day oversight of contractor Formal assessment 	<ul style="list-style-type: none"> ORO M 110, Section 6 DOE P 450.5 DOE Order 425.1B EM-39 "Delegation of

<p>protection, and health and safety programs are implemented</p> <ul style="list-style-type: none"> • Manages the ES&H Assessment Program • Performs/participates in verification inspections, surveillances and audits to ensure compliance • Ensure that the principles of ISMS are fully integrated into all EM work activities • Coordinates and/or performs the Readiness Reviews for EM projects/activities • Supports and participates in accident investigations • Serves as the DOE lead for implementation of occurrence reporting and conduct of operations for the EM facilities/activities • Approve safety management systems descriptions and revisions • Ensure that results of ESH&Q assessments are tracked and trended • Reviews and participates in the review process for proposed regulation and orders on proposed Rules • Evaluate contractor's PAAA programs • Reviews request for exemptions from DOE directives or other requirements and transmits recommendations to appropriate approval authorities 	<ul style="list-style-type: none"> • Secretary of Energy • DOE HQ • State/Regulatory Agencies (EPA Region IV, V) (TDEC, Commonwealth of Kentucky, Ohio EPA) • Stakeholders (SSAB, public, LOC) • DOE complex for the Environmental Management Consolidated Audit Program (EMCAP) Program 	<p>of contractor operations</p> <ul style="list-style-type: none"> • Verification of contractor readiness prior to start/restart (readiness assessments only) 	<p>Authority"</p> <ul style="list-style-type: none"> • ORO M 411.1-1D, Section 5, 9.5 and 9.6
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- Shut down work if clear and present safety danger exists and make the appropriate notifications
- As designated by the ORO Office of the Manager, serves as the Startup and Restart Authority for Nuclear Facilities.
- Establish and maintain a Facility Representative Program
- Monitors contractor performance against ES&H performance measures and other ES&H indicators
- Request For-Cause Reviews as needed
- Ensure that an effective Lessons Learned Program is developed, implemented, supported, and administered in accordance with DOE-STD-7501-99
- Conducts authorized derivative classification review for EM documents

5) STAKEHOLDER INTERFACE

- Implements public relations programs required by DOE Orders and federal, state, and local regulatory and statutes
- Coordinates and participates in SSAB, LOC, and related activities for the EM work
- Executes public meetings, information, education, and community relations
- Manages DOE Information

5) STAKEHOLDER INTERFACE

Internal

- ORO Manager

External

- Secretary of Energy
- State/Regulatory Agencies (EPA Region IV, V) (TDEC, Commonwealth of Kentucky, Ohio EPA)

Implement an environmentally oriented community relations program

ORO M 110, Section 6.4

Center (public access to EM documents)

6) INFRASTRUCTURE MANAGEMENT

- Manages the surveillance and maintenance of ETTP, Portsmouth, and Paducah
- Monitors the ETTP infrastructure system including utilities, facilities, and grounds
- Oversight of DOE-owned facilities and real estate
- Manages nuclear safety, materials control and accountability, and safeguards and security regulatory oversight
- Oversee activities of shift superintendent and the Emergency Operations Center
- Oversee activities of pro force in providing security for site operations
- Manages the operations and maintenance of DOE vehicles used by DOE and contractor staff at ETTP
- Manages the operation and maintenance of site wide criticality accident alarm system

- Stakeholders (SSAB, public, LOC)

6) INFRASTRUCTURE MANAGEMENT

Internal

- ORO Manager

External

- DOE HQ

Overall management, direction, and guidance for ETTP, Portsmouth, and Paducah

ORO M 110, Section 6.1

7)	<p>WORK FORCE ADMINISTRATION</p> <ul style="list-style-type: none"> • Execute World Wide Web information system for EM • Maintains EM records management and document control program • Ensures travel requirements are met for EM staff • Coordinates program approval of foreign travel • Ensure that DOE Orders and ES&H procedures/requirements are implemented • Ensure that adequate DOE resources are available for effective contractor oversight • Ensure a cadre of technically qualified personnel to accomplish the EM mission • Implements a rigorous training program designed to ensure regulatory, mission, and safety objectives are met • With respect to DOE policies, Orders, Manuals, Guides, and Page Changes: ensure that SMEs review and comments on proposed directives and recommend technical and economical improvements as appropriate • Performs internal assessments using EM program criteria • Network maintenance • Appraisal and monitoring staff performance
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7)	<p>WORK FORCE ADMINISTRATION</p> <p><u>Internal</u></p> <ul style="list-style-type: none"> • ORO Manager <p><u>External</u></p> <ul style="list-style-type: none"> • DOE HQ
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Provide adequately trained workforce and management support systems	ORO M 110, Section 6.0
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- Ensure implementation of a Technical Qualification Program
- Recommends performance awards for recognition of outstanding performance

8) INTERNAL COMMUNICATIONS

- Manages the interface with the ORO waste generators
- Ensures that effective lines of communication between DOE and its ongoing contractors are maintained
- Serves as the primary point-of-contact with DOE HQ
- Ensure management is informed of ES&H performance
- Maintains technical interface with the ORO NSD liaison for the DNFSB for purposes of responding to the DNFSB's requests and requirements
- Maintain communication with support organizations (e.g., ES&H, Procurement, Chief Counsel Office, Personnel, Reindustrialization, Planning and Budget, Finance, and Safeguards and Security)
- Interacts and coordinates with DOE Asset Utilization organization to ensure safe and compliant reuse and leasing of DOE facilities and assets at the ETPP Site

8) INTERNAL COMMUNICATIONS

Internal

- ORO Manager
- Office of Science and NNSA

External

N/A

- Memorandum of Understanding
- Service Agreements

- NNSA AML

9) TRANSPORTATION

- Develops and approves guidelines related to the movement of all commodities by commercial carriers
- Serves as the ORO commodity manager of railroad operations
- Develops guidelines utilized to move hazardous and radioactive commodities
- Ensures the existence of adequate programs for the packaging of radioactive and fissile materials

9) TRANSPORTATION

Internal

- ORO Manager

External

- NRC for Waste Shipments
- DOE HQ
- State/Regulatory Agencies (EPA Region IV, V) (TDEC, Commonwealth of Kentucky, Ohio EPA)
- Stakeholders (SSAB, public, LOC)

Transportation management for EM waste and materials shipments

ORO M 110, Section 6.4.3

What Does this organization do for the department?
Is it in *direct or indirect* support of Departmental missions?

To whom is this organization accountable to?
How is accountability assured? External Review

What authorities are vested in the organization that allows these responsibilities to be carried out?
Appraisal?

TYPES of DELEGATIONS:

Letter from DOE/HQ (i.e., Secretary, Deputy Secretary, Assistant Secretary, etc.)
Federal Law (29CFR1910, 10CFR830, etc.)
DOE Directives (i.e., DOE Order 521.1A)
Interagency Agreements (i.e., State, EPA, NRC, etc.)
Include implied Authorities